

LYNDON CITY COUNCIL
ADJOURNED MEETING MINUTES OF
MARCH 22, 2010

The Lyndon City Council met in adjourned session on Monday, March 22, 2010, 7:30 p.m., at City Hall.

Members Present: Kay Jones, Wayne Howard, Bill Patterson, Brandon Smith,
Doug Watson, City Administrator Larry Thurston
and City Clerk Barbara Schattak

Members Absent: City Attorney Pat Walsh

Others Present: David Wilson, Maintenance Superintendent
Wayne White, The Osage County Herald-Chronicle

Mayor Jeff Bronson called the meeting to order. A motion was made by Jones to approve the minutes of the adjourned meeting of March 8, 2010 as amended. Patterson seconded the motion, which carried.

CONSTRUCTION STANDARDS: Larry presented the council members with the construction standards from Bruce Boettcher, BG Consultants for adoption for future construction with the City of Lyndon. After some discussion it was the consensus of the council to have Pat draft an ordinance or a resolution to adopt the standards. The matter was tabled to the next meeting.

JOB DESCRIPTIONS: Larry presented draft job descriptions for the pool manager and the new office assistant for approval. After some discussion on what the pool manager would be doing at the pool, City Clerk Barb Schattak was asked to call nearby cities to see how area pools are ran, how they run their concessions, what the beginning salary is for a pool manager and who certifies their lifeguards. Larry was asked to check on vending machines for use at the pool. The matter was tabled to the next meeting.

Larry informed the council there are two individuals interested in the pool manager position this year. After some discussion, it was the consensus of the council to have Barb set interviews for April 5th at 8:00 and 8:30 for the council to interview applicants. The matter was tabled to the next meeting.

Patterson asked how Carolyn was doing which Larry responded she is doing a good job.

Patterson inquired if the council needed to approve the job descriptions for the pool manager and the office assistant by motion or consensus. It was noted Larry will get with Pat regarding the job descriptions; the matter was tabled.

2010 STREET RE-SURFACING: Larry and Dave discussed with the council about repairing some of the worst streets this summer. Each council member was given a color coded map showing which streets have been slated for repairs as well as the streets which have been asphalted in the last few years. After some discussion, it was the consensus of the council to

have Larry request bids to repair 15 blocks of streets and see how many can be completed. The matter was tabled.

CITY WIDE CLEAN-UP: Larry presented each council member with a list of dates for the County Hazardous Waste Pickup. This year it will be held in Lyndon on May 1st, Larry asked the council if they would like to have City-Wide Clean Up the same day. After some discussion, it was the consensus of the Council to have City Wide Clean Up Day on May 1, 2010. Larry will take care of details.

FINANCIAL REPORT: Larry reported to the Council the end of year financial statement had been published in the paper. Each member was given a copy of the financial statement and updated budget sheets for January and February 2010 to review at a later time.

FIREWORKS ORDINANCE: Larry presented each council member a copy of the League of Kansas Municipalities sample fireworks ordinance. It was noted there is an ordinance already in place regarding fireworks which would need to be repealed if a new ordinance is approved. After some discussion, the matter was tabled.

MAINTENANCE AGREEMENT: Larry presented a maintenance agreement between the City and Modern Air of Emporia to service the air conditioners and furnaces at City Hall and the Community Center. The agreement for City Hall is in the amount of \$502 and the Community Center is \$388 for the year. After some discussion, a motion was made by Jones to renew the contract with Modern Air to services at 730 Topeka and 204 Topeka in the amount of \$890. Patterson seconded the motion, which carried.

EARLY BILLING QUESTION: Larry stated the early bills were mailed without the new rates being applied this month and asked if a corrected bill should be mailed to customers. After some discussion, it was the consensus of the council to put the difference on their next bill.

WEBSITE: City Clerk Barb Schattak reported she has setup a meeting with Jennifer Popp of Holyfish on March 25, 2010 at 5:30 p.m. to discuss the pending website with Bill Patterson and herself.

CITY CLERK: Stava Building Corporation, 1532 Topeka, submitted a fence permit application, which was approved by Zoning Administrator, Larry Thurston and is on file at City Hall.

Received correspondence from Help House announcing on May 1st there will be 2 bluegrass bands donating their time for "Fill the Pantry Tour" hosted by Help House. Besides the bands there will be a silent auction and raffle; the city has been asked to donate an item. After some discussion, a motion was made by Patterson to donate a single student pool pass which values \$40. Watson seconded the motion; which carried.

Presented a quote from Burkdoll's Signs & Graphics in the amount of \$3846 for two signs; one is for the Community Center in the amount of \$966 and a potential sign north of town in the amount of \$2880. After some discussion, a motion was made by Watson to approve the bid to refurbish the Community Center sign and labor in the amount of \$966 with the sign being similar or as close to what we have now. Smith seconded the motion, which carried.

City Clerk Barb Schattak reported in recent weeks she has been asked if chickens were allowed within city limits. Ordinance No. 448 does states farm animals can be in town but if they are declared a nuisance the owner would be fined. After some discussion, Barb was asked to check with the League of Kansas Municipalities for any model ordinances and give them to Pat. The matter was tabled.

Each council member was given a copy of Public Wholesale Water Supply District No. 12's notice reporting levels of Haloacetic Acids (HAA) were above drinking standards. PWWSD #12's course of action is to monitor HAA levels and make adjustments to their treatment procedures.

City Clerk Barb Schattak reported the 2009 Water Use Report was sent to Division of Water Resources on February 26, 2010; each council member received a completed copy.

City Clerk Barb Schattak reported Bryce Romine had been in to reserve the Community Center for an Emergency Preparedness Meeting on March 30th regarding Federal Assistance money. When Bryce came to the office he presented an Osage County Emergency Notification Sign-up flyer for citizens to be notified immediately of impending or occurring emergencies by phone, e-mail or text. Flyers are available at City Hall for anyone who is interested.

Bryce Romine also mentioned he would like the City to get ID cards for city employees for use during times of emergencies when areas of town would be closed off to the public. Barb reported she has received an e-mail from Bryce with the application for employees to fill out.

Each member received the January 2010 issue of the Kansas Government Journal.

CITY ADMINISTRATOR: Larry gave each member a copy of his Administrator's Report, the police activity report and correspondence generated through his office. Just for the council's information Larry stated the plat map of the industrial park shows Adam Street is platted in the industrial park and approved with an eighty foot right-of-way, therefore, it is correct for Tiger Ridge to show Adams Street on their preliminary plat.

GOVERNING BODY COMMENTS: Patterson stated Stephanie Watson had informed him the County Commissioners approved Resolution No. 10-07 approving the Farmer's Market on the south lawn of the courthouse each Wednesday between 7:00 a.m. and 1:00 p.m. from May 19, 2010 to October 20, 2010. A copy of the resolution was given to the City Clerk by Patterson.

Patterson asked City Clerk Barb Schattak to contact Cook, Flatt & Strobel for permission to use the pictures of the finished street project they had done in order to use them in the new brochure. After some discussion, it was the consensus of the council for Bill and Barb to use their best judgment. The matter was tabled.

Jones requested City Clerk Barb Schattak to notify Jeff Clark the City would not take over the lease of the sign north of town and at this time respectfully decline and to thank him for the offer.

Watson reported he had received the e-mail from Larry about water and sewer being hooked up between a house and storage units owner. Dave Wilson stated it is a definite violation of city codes. After some discussion, Larry will visit personally with the owner regarding the situation. Patterson stated City Attorney Pat Walsh should be kept aware of the situation; Larry reported he has been sending Pat the information as well.

Mayor Bronson inquired about the possibility of having a mud run on the back side of Jones Park in order to bring people to town. After some discussion of other places to hold such an event, the matter was tabled. Jeff will have someone come and take a look at several places for an event.

At 9:55 p.m. a motion was made by Patterson for adjournment to Monday, April 5, 2010, at 7:30 p.m. Howard seconded the motion, which carried.

A handwritten signature in cursive script, reading "Barbara Schattak". The signature is written in dark ink and is positioned above the printed name and title.

Barbara Schattak
City Clerk